

**OPEN MINUTES**  
**Missouri Board of Therapeutic Massage**  
**July 9, 2001 – 2:00 p.m.**  
**Telephone Conference Call**  
**Division of Professional registration**  
**3605 Missouri Boulevard – Jefferson City, Missouri**

The Missouri Board of Therapeutic Massage was called to order by Board Chairperson Elizabeth Miller at 2:05 p.m. at the Division of Professional Registration, 3605 Missouri Boulevard, Jefferson City, Missouri.

**Board Members present**

Elizabeth Miller, Chairperson  
Bernard Wesley, Vice Chairperson (Joined the call at 2:25 p.m.)  
Sid Brantley  
Derek Alvarez  
Christi Warner  
Kevin Snedden  
Juliet Mee, Non-voting member

**Board Members Absent**

Dr. Gretchen Lockett, Public Member

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Stuenkel, Executive I  
Chad Sooter, Licensure Technician

Ms. Miller indicated she would be voting in open and closed session.

A motion was made by Ms. Warner and seconded by Mr. Snedden to approve the open session minutes of the January 3, 2001 conference call. Motion carried unanimously.

**Conversion of Credit Hours**

Leroy Wade, Director of Proprietary School Certification for the Coordination Board for Higher Education and Ms. Mee provided the board with information regarding the conversion of semester and quarter hours to program hours. The board had requested this information because applicants are providing course work from programs using semester and quarter hours systems. A motion was made by Ms. Warner and seconded by Mr. Alvarez to consider semester credit hours and quarter hours as follows;

***Semester credit hour: One semester credit hour for each fifteen (15) hours of classroom contact plus thirty hours of outside preparation or the equivalent; or for each thirty (30) hours of laboratory work plus necessary outside preparation; or forty (45) hours of externship/shop instruction (contact hours) or the equivalent.***

***Quarter credit hour:*** One quarter credit hour for each ten (10) hours of classroom contact plus twenty hours o outside preparation or the equivalent; or for each twenty (20) hours of laboratory work plus necessary outside preparation; thirty (30) hours of externship/shop instruction (contact hours) or the equivalent.

Board members voting aye: Ms. Warner, Mr. Alvarez, Mr. Snedden, Mr. Brantley, and Ms. Miller. Motion carried unanimously.

At 2:20 p.m., a motion was made by Ms. Warner and seconded by Mr. Alvarez to convene in closed session pursuant to motion to close 610.021 subsection (14) subsection (7) RSMo for the purpose of discussing applicants for licensure and/or discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 which authorized this agency to go into closed session during those meetings, and section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation, and any confidential or privileged communication between this agency and its attorney. Board members voting aye; Ms. Warner, Mr. Alvarez, Mr. Brantley, Mr. Snedden and Ms. Miller. Motion carried unanimously.

At 4:04 p.m. a motion was made by Mr. Alvarez and seconded by Mr. Snedden to convene in open session and adjourn the meeting. Board members voting aye; Ms. Warner, Mr. Alvarez, Mr. Brantley, Mr. Snedden and Ms. Miller. Motion carried unanimously.

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Executive Director

Approved by Board on October 29, 2001